

2009

MONTANA

Noxious Weed Trust Fund Grant Program

Grant Guidelines



MONTANA DEPARTMENT OF AGRICULTURE

2009 Grant Guidelines

Noxious Weed Program
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Introduction

History – The Montana Noxious Weed Trust Fund grant program was established by the 1985 Montana Legislature to provide funding for the development and implementation of weed management programs; provide for research and development of innovative weed management techniques, including biological control; and to support educational, cropland and other weed research projects that benefit Montana citizens. The grant program is designed to assist counties, local communities, researchers, and educators in their efforts to solve a variety of weed problems in Montana. All grant applications and proposals should complement and enhance the Montana Weed Management Plan. The Montana Weed Management Plan can be found at www.agr.mt.gov or from the Department of Agriculture - Noxious Weed Section by calling 406-444-2944.

The program provides cost-share funding for:

1. local cooperative weed management areas (a minimum of 3 adjacent landowners),
2. education (state wide or local noxious weed awareness), and
3. research projects (including non-chemical research and demonstration programs).

These grant guidelines give specific instructions on how to apply for the funds. Funding is generally through a project sponsor (local weed district, conservation district, extension office, or university). Assistance in writing a grant proposal is provided through your local weed district, extension office or conservation district. If you need additional assistance or have questions, please contact the Montana Department of Agriculture - Noxious Weed Section at 406-444-2944.

Funding available for fiscal year 2009 grants is estimated to be:

NWTF Regular Grant Funding - \$1,800,000
Special General Funding - \$101,337
Cooperative Forestry Assistance - \$630,000

Grant proposals must have one original with 16 copies and an electronic copy of the grant application. The grant dollar cap is \$75,000/application (not total Project Cost). All grant applications must be postmarked by December 1, 2008. The grant hearings will be held March 2-6, 2009 in Helena, MT. Grant applicants will be notified of the facility, date, and time of their presentation after the application deadline. The grant guidelines and forms are available on the following web site: <http://agr.mt.gov/weedpest/noxiousweeds.asp>.

◆ Please use the **Application Check List** at the end of this document before you mail your grant application package to the Department of Agriculture to ensure you have submitted all required information for your grant application.

NEW (1st year projects) – Local Cooperative Weed Management Projects

New local cooperative weed management grant proposals must include:

1. **Noxious Weed Grant Program Application Cover Page** – Do not attach any type of cover page or other material on top of this application form; do not bind the pages; staple the grant application in the upper left hand corner only.
2. **Cooperators/Agency List** – List grant participants and agencies involved in the grant project area. Make additional copies if you need more room for the cooperators. Also, list individual people or groups that sent you letters of support.
3. **Budget Detail/Financial Narrative** – Requested grant funds and matching funds (in actual dollars) is on one page, which makes up your budget for your project. This year the Trust Fund **will not fund equipment** for your project, but you can use equipment purchased for the project as matching dollars on the budget. In-kind matches are services or resources and a description of that type of match needs to be in the written narrative not on the grant budget sheet. See the *instruction sheet* in the Grant Application Forms Appendix for more details on how to complete the budget form. *** Remember *** round all figures to the nearest dollar.
4. **Herbicide and Application Cost Summary Sheet** – Summarize herbicide costs using the **state bid contract prices** included in the appendix and commercial applicator costs from area applicators for all participants in the project. The Trust Fund **does not** fund annual herbicide for cropland and CRP (Conservation Reserve Program) practices. The Noxious Weed Management Advisory Council will fund herbicide costs based on Montana's state contract for cooperative purchase on common herbicides. If a herbicide is not listed on the herbicide pricing schedule in the Appendix then contact a local dealer for a current

price. For more information about the state purchasing contract visit: <http://gsd.mt.gov/apps/termcontracts/> then click on Agricultural Chemicals. *** Remember *** round all figures to the nearest dollar.

5. **Seed and Application Cost Summary Sheet** (if applicable) – Summarize seed costs and commercial applicator costs for all cooperators in the project area. The Trust Fund provides cost share for re-seeding areas after weed control to establish desirable vegetation and good competition for the treated area. The Trust Fund program **does not** fund re-seeding efforts for alfalfa fields, grain for wildlife habitat, or other cropland situations. Please list the specific grass species and/or forbs making up the seed mixture in the written part of the grant application under “Plan of Work”. *** Remember *** round all figures to the nearest dollar.
6. **Description of the Project** (written narrative) –
 - a. **History** – provide a brief history and magnitude of the noxious weed problem.
Purpose – explain the desired outcome of this project or what you want to accomplish in one year. Also, provide a short summary on how this project could be used statewide along with a description of the tangible (something real or measurable) returns to the county or state.
Cooperative Participation – explain how long the cooperators have been working together, outline the cooperators long-term commitment to the project, describe the participants accomplishments prior to the grant application, and what activities will they complete that are not covered by this grant.
Location of Project – where is the project located within your county, what are the townships and ranges in the project boundary.
Benefits – explain how this project supports the state and county weed management plans, describe the benefits of this project and how it will enhance the common well-being of the people of Montana.
Funding Options – if you are applying for special funding explain how your project qualifies for this funding:
 - i. *Special General Funding* – these funds are to help mitigate the impact of noxious weeds on private lands as a result of the activities of the MT Department of Fish, Wildlife & Parks. Examples of areas impacted by FWP activities include: wildlife grazing and wintering areas, recreation areas, and waterways.
 - ii. *Cooperative Forestry Assistance Funding* – these funds are to help manage private, tribal, and non-federal public land noxious weed infestation. Requested funding must focus on state-listed noxious weeds and the project must be within an established Weed Management Area on private, tribal, and/or state lands in areas

associated with federal lands with an active weed management program. Project area must have 10% forest cover or be lands with infestations adjacent to or associated with forested lands that pose a threat to the forested lands.

7. ***Specific Objectives and Methodology*** –

Objectives – describe the specific objectives of your project. Objectives should be measurable and timed based, such as, eradicate new weed species by the end of the project or will reduce established weed species by 25% by the end of the project. You will need to determine which noxious weeds you want to eradicate (if possible) and the percentage of weed reduction you expect to achieve.

Plan of Work – describe how this project will implement integrated weed management of the targeted weed species. List the targeted noxious weeds, the size and density of infestations and if the weed is a new invader in the project area along with what priority is set for this noxious weed, and what control methods will be used for each weed. Also include the biological control agents that will be used or are in existence in the project. **For grazing projects**, describe the grazing management plan for the type of livestock that will be used in the project. All sheep/goat grazing projects are required to consult with the Montana Fish, Wildlife and Parks Department (FWP) prior to project implementation due to possible conflict in areas associated with bighorn sheep or predators (i.e., grizzly bears and wolves); special preventative action and caution must be taken with grazing projects. If bighorn sheep, grizzly bears, or wolves are observed in or near your grazing project area, FWP must be notified immediately. Please describe what type of collaboration you have had with FWP about this issue within your project area. **Subdivisions** within in the project boundary – describe the number of lots, lot size, number of subdivisions in the project area, percent of landowners participating in this project, and what is their homeowner association currently doing for weed control. ***All projects*** must specify how you will accomplish or finish your objective for this local cooperative project.

Natural/Renewable Resources Effect – describe the long term effect your project will have on the surrounding natural resources (energy, minerals, land, water, and biota – plant and animal life of a region). Provide a brief description on how your project will enhance the renewable resources (livestock grazing, timber, crop production, recreation, wildlife, and all water resources) in your area.

Education Program – describe what type of noxious weed education and awareness program will be implemented as the project progresses. Also, provide information about project tours, demonstration areas, workshops or meetings that will be conducted during the project.

In-kind Activities – provide a narrative describing planned in-kind contributions, such as landowner labor and equipment use for spraying and

agency labor that would be equivalent to in-kind match to be used in the project area

Evaluation – describe how you will monitor and measure the success of this project. Long-term monitoring and evaluation should be discussed for your project area. Monitoring must include photo points and may include vegetation surveys, AUM Analyzer, pounds of usable forage, etc.

8. **Time Schedule** – describe the time schedule for beginning and completing all phases of the project. In addition, outline a long-term commitment for management of the target weed species in the project area.
9. **Project Map** – local cooperative projects are required to submit a map with the original grant application and with each of the required 16 copies. The project map must have the project boundary in conjunction with the county boundaries; legal description (Township, Range, Sections); landownership (private, state, federal, etc.); and a legend of any marks, colors, or symbols used on the map.
10. **Supporting Documents** (if applicable) – subcontract agreements, property easements, or documents of previous work.
11. **Environmental Assessment (EA)** (include only with the original grant application) The EA process is required for new local cooperative projects with herbicide use and non-chemical weed control projects. All potential impacts must have a statement explaining how these impacts will be mitigated. Mitigation statements must be included on the Environmental Assessment Worksheets.

Start early with contacting the resource agencies listed in the appendix to complete the environmental assessment for your project area by the grant deadline. For additional help you can contact the Noxious Weed Program with the Montana Department of Agriculture at 406-444-2944.

Requirements for environmental information under the Noxious Weed Trust Fund Final Programmatic Environmental Impact Statement (May 1992) include:

Chemical Weed Control Programs – vegetation type; soil type; water resources; aesthetic values; air quality; demand on water, air, and energy; fish and wildlife habitat; threatened, endangered or sensitive species; and historical and archeological sites.

Non-chemical Weed Control Programs (sheep/goat grazing, cultural, and mechanical projects) – vegetation types; fish and wildlife habitat; and historical and archeological sites.

Submit the completed **Environmental Assessment Worksheets** and the following maps, letters, and lists with the original grant application:

Maps – Surface & Groundwater; Soils Type; Threatened & Endangered Species

Letters – MT Natural Heritage Program; MT Historical Society

Lists – Well locations; Fish & Wildlife Species; Threatened, Endangered or Sensitive Species

Additional Project Information

A local cooperative project must have at least 3 cooperating, adjacent landowners. List all project cooperators, including participating state and federal agencies, in the grant application. Project participants should have already completed:

- Weed mapping of target noxious weed infestations (GPS or hand drawn);
- One year of cooperative work within the new weed management area; and
- Identify local individual as project coordinator.

The **project coordinator** is the person who will receive all correspondence from the Department of Agriculture, which includes grant contract, revised budget forms, and request for payment forms. This person will be responsible for submitting the spring and fall narrative reports along with photo-points of the project area. The project coordinator ensures the project is on task and if the project needs an extension, for one year, will be the person to request this from the department.

The **project sponsor** is usually a government agency (weed district, tribe, conservation district, university, etc.) that the grant funds must be distributed through. The Noxious Weed Trust Fund is a competitive, reimbursable grants program. The grant participants must pay for the herbicide or commercial applicator up front. The project sponsor will reimburse the project participants once they turn in receipts for the contracted services or herbicide purchased. Counties are expected to have an active local weed district funded at a 1.6 mill level, an equivalent amount from another source, or \$100,000 for Class I counties.

The Noxious Weed Trust Fund grant program provides 50:50 cost-share for herbicides, commercial applicator, and re-seeding mixtures. Projects will be funded only if matching funds are available from the project sponsor and cooperators. All matching funds that are part of another government cost-share program must be specifically outlined in the grant proposal (e.g., NRCS for fencing, revegetation, water development, CRP, etc). The maximum grant dollar request is \$75,000.

Applicator licenses – all commercial and governmental pesticide applicators must be properly licensed to apply herbicides. All landowners must have a farm applicator license

if they will be using a restricted use herbicides, such as Tordon, in the project area. Verification of proper licensing will be required in all operational reports.

All local cooperative project areas must be part of a county or tribal noxious weed management plan and a current county weed management plan must be on file with the Department of Agriculture. Tribes may submit or reference management plans from the county where they are located, multiple county plans, or their specific tribal weed management plan.

Important Points to Remember:

- All grant applications must be postmarked by December 1, 2008. Grant proposals must have one original with 16 copies and an electronic copy of the grant application.
- Grant proposal request amount is limited to maximum of \$75,000. Grant proposals are considered and funded on a one-year basis.
- The project sponsor and project coordinator must be clearly identified. All correspondence will be addressed to the project coordinator.
- There is no reimbursement for costs incurred prior to final signing of the contract. The contract is effective upon the final signature(s) and date.
- Applicants cannot use grant funds to write grant proposals or reimburse travel expenses to attend grant hearings in support of their proposal(s) to the Noxious Weed Management Advisory Council.
- The Trust Fund will not fund capital improvement projects or annual herbicide for cropland or CRP practices.
- Submit your grant forms and written narrative as outlined in the beginning of this section. This helps the Advisory Council review the many grant applications received in a fair manner and allows them to find information on your grant quickly during the grant hearings.

Section

2

Continuing- Local Cooperative Weed Management Projects

Continuing local cooperative weed management proposals must include:

1. **Noxious Weed Grant Program Application Cover Page** – Do not attach any type of cover page or other material on top of this application form; do not bind the pages; staple the grant application in the upper left hand corner only.
2. **Cooperators/Agency List** – List grant participants and agencies involved in the grant project area. Make additional copies if you need more room for the cooperators. Also, list the individual people or groups that sent you letters of support.
3. **Budget Detail/Financial Narrative** – Requested grant funds and matching funds (in actual dollars) is on one page, which makes up your budget for your project. This year the Trust Fund **will not fund equipment** for your project, but you can use equipment purchased for the project as matching dollars on the budget. In-kind matches are services or resources and a description of that type of match needs to be in the written narrative not on the grant budget sheet. See the *instruction sheet* in the Grant Application Forms Appendix for more details on how to complete the budget form. * **Remember** * round all figures to the nearest dollar.
4. **Herbicide and Application Cost Summary Sheet** – Summarize herbicide costs using the **state bid contract prices** included in the appendix and commercial applicator costs from area applicators for all participants in the project. The Trust Fund **does not** fund annual herbicide for cropland and CRP (Conservation Reserve Program) practices. The Noxious Weed Management Advisory Council will fund herbicide costs based on Montana's state contract for cooperative purchase on common herbicides. If a herbicide is not listed on the herbicide pricing schedule in the Appendix then contact a local dealer for a current price. For more information about the state purchasing contract visit:

<http://gsd.mt.gov/apps/termcontracts/> then click on Agricultural Chemicals.
* **Remember** * round all figures to the nearest dollar.

5. **Seed and Application Cost Summary Sheet** (if applicable) – Summarize seed costs and commercial applicator costs for all cooperators in the project area. The Trust Fund provides cost share for re-seeding areas after weed control to establish desirable vegetation and good competition for the treated area. The Trust Fund program **does not** fund re-seeding efforts for alfalfa field, grain for wildlife habitat, or other cropland situations. Please list the specific grass species and/or forbs making up the seed mixture in the written part of the grant application under “Plan of Work”. * **Remember** * round all figures to the nearest dollar.
6. **Description of the Project** (written narrative) –

Project History – provide a brief history of the project and where the project is located within your county. This paragraph helps new members of the Noxious Weed Management Advisory Council not familiar with your continuing grant project.

Activities Completed to Date – describe what your project participants accomplished within the last year. Include acres treated, noxious weeds controlled or eradicated, acres grazed, number of biological control sites established, other control methods used (hand pulling, cultural), acres re-seeded, meetings and project tours held, education events, and monitoring activities.

Purpose – explain the desired outcome of this continuing project or what you want to accomplish in one year. Also, provide a short summary on how this project could be used statewide along with a description of the tangible returns (something real or measurable) to the county or state.

Benefits – explain how this project supports the state and county weed management plans, describe the benefits of this project and how it will enhance the common well-being of the people of Montana.

Funding Options – if applying for special funding explain how your project qualifies for this funding:

- i. *Special General Funding* – these funds are to help mitigate the impact of noxious weeds on private lands as a result of the activities of the MT Department of Fish, Wildlife & Parks. Examples of areas impacted by FWP activities include: wildlife grazing and wintering areas, recreation areas, and waterways.
- ii. *Cooperative Forestry Assistance Funding* – these funds are to help manage private, tribal, and non-federal public land noxious weed infestation. Requested funding must focus on state-listed noxious weeds and the project must be within an established Weed Management Area on private, tribal, and/or state lands in areas

associated with federal lands with an active weed management program. Project area must have 10% forest cover or be lands with infestations adjacent to or associated with forested lands that pose a threat to the forested lands.

7. ***Specific Objectives and Methodology –***

Objectives – describe the specific objectives of your project. Objectives should be measurable and timed based, such as, eradicate new weed species by the end of the project or will reduce established weed species by 25% by the end of the project. You will need to determine which noxious weeds you want to eradicate (if possible) and the percentage of weed reduction you expect to achieve.

Plan of Work – describe how this project will implement integrated weed management of the targeted weed species. List the targeted noxious weeds, the size and density of infestations and if the weed is a new invader in the project area along with what priority is set for this noxious weed, and what control methods will be used for each weed. Also include the biological control agents that will be used or are in existence in the project. **For grazing projects**, describe the grazing management plan for the type of livestock that will be used in the project. All sheep/goat grazing projects are required to consult with the Montana Fish, Wildlife and Parks Department (FWP) prior to project implementation due to possible conflict in areas associated with bighorn sheep or predators (i.e., grizzly bears and wolves); special preventative action and caution must be taken with grazing projects. If bighorn sheep, grizzly bears, or wolves are observed in or near your grazing project area, FWP must be notified immediately. Please describe what type of collaboration you have had with FWP about this issue in your project area. **Subdivisions** within in the project boundary – describe the number of lots, lot size, number of subdivisions in the project area, percent of landowners participating in this project, and what their homeowner association is currently doing for weed control. ***All projects*** must specify how you will accomplish or finish your objective for this local cooperative project.

Natural/Renewable Resources Effect – describe the long term effect your project will have on the surrounding natural resources (energy, minerals, land, water, and biota – plant and animal life of a region). Provide a brief description on how your project will enhance the renewable resources (livestock grazing, timber, crop production, recreation, wildlife, and all water resources) in your area.

Education Program – describe what type of noxious weed education and awareness program will be implemented as the project progresses. Also, provide information about project tours, demonstration areas, workshops or meetings that will be conducted during the project.

In-kind Activities – provide a narrative describing planned in-kind contribution, such as landowner labor and equipment use for spraying and

agency labor that would be equivalent to in-kind match to be used in the project area.

Evaluation – describe how you will monitor and measure the success of this project. Long-term monitoring and evaluation should be discussed for your project area. Monitoring must include photo points and may include vegetation surveys, AUM Analyzer, pounds of usable forage, etc.

8. **Time Schedule** – describe the time schedule for beginning and completing all phases of the project. In addition, outline a long-term commitment for management of the target weed species in the project area.
9. **Project Success** – provide before and after photo-points and a short description of the photos including the name of the noxious weed(s), herbicide and rate used, and timing of application. This will be used as a visual for the Advisory Council to evaluate your project. The Advisory Council is requesting a minimum of two photo-points (before and after) included in the grant proposal.
10. **Project Map** – local cooperative projects are required to submit a map with the original grant application and with each of the required 16 copies. The project map must have the project boundary in conjunction with the county boundaries; legal description (Township, Range, Sections); landownership (private, state, federal, etc.); and a legend of any marks, colors, or symbols used on the map.
11. **Environmental Assessment (EA)** - only needed if additional land has been added to the original project area. (see EA information in Section 1, page 3)

Important Points to Remember:

- All grant applications must be postmarked by December 1, 2008. Grant proposals must have one original with 16 copies and an electronic copy of the grant application.
- Grant proposal request amount is limited to maximum of \$75,000. Grant proposals are considered and funded on a one-year basis.
- The project sponsor and project coordinator must be clearly identified. All correspondence will be addressed to the project coordinator.
- There is no reimbursement for costs incurred prior to final signing of the contract. The contract is effective upon the final signature(s) and date.
- Applicants cannot use grant funds to write grant proposals or reimburse travel expenses to attend grant hearings in support of their proposal(s) to the Noxious Weed Management Advisory Council.

CONTINUING - LOCAL COOPERATIVE

- The Trust Fund will not fund capital improvement projects or annual herbicide for cropland or CRP practices.
- Submit your grant forms and written narrative as outlined in the beginning of this section. This helps the Advisory Council review the many grant applications received in a fair manner and allows them to find information on your grant quickly during the grant hearings.

New or Continuing – Research Projects

New or continuing research grant proposals must include:

1. **Noxious Weed Grant Program Application Cover Page** – Do not attach any type of cover page or other material on top of this application form; do not bind the pages; staple the grant application in the upper left hand corner only.
2. **Cooperators/Agency List** – List grant participants and agencies involved in the research grant. Make additional copies if you need more room for the cooperators. Also, list the individual people or groups that sent you letters of support.
3. **Budget Detail/Financial Narrative** – Requested grant funds and matching funds (in actual dollars) is on one page, which makes up your budget for your project. In-kind matches are services or resources and go in the proposal text narrative. See the *instruction sheet* in the Grant Application Forms Appendix for more details on how to complete the budget form. Indirect costs are not allowed by the grant program, but foregone indirect costs may be counted as matching funds. *** Remember *** round all figures to the nearest dollar.
4. **Description of the Project** (written narrative) –

History – provide a brief history and magnitude of the noxious weed problem;

Purpose – what is the desired outcome of this research project or what do you want to accomplish in one year of funding. Also, provide a short summary on how this project could be used statewide along with a description of the tangible returns (something real or measurable) to the

county or state.

Cooperative Participation – explain how the cooperation will achieve the goals of the proposed research; how long the cooperators have been working together, what have these participants accomplished prior to the grant application, what activities will they complete that are not covered by this grant;

Location of Project – where is the research project located within your county or the state; and

Benefits – explain how this project supports the state and county weed management plans; describe the benefits of this project and how it will enhance the common well-being of the people of Montana.

5. ***Specific Objectives and Methodology*** –

Objectives – describe the specific objectives of your research project. Objectives should be clear, measurable, and timed based.

Plan of Work – describe, in appropriate detail, how the research for this project will be performed.

In-kind Activities – provide a narrative describing planned in-kind contributions, such as facilities, labor, transportation, or other resources that will be used in the project.

Evaluation – describe how you will monitor and measure the success of this research project.

Data Analysis – if specific data is to be collected, how will the collected data be analyzed?

Dissemination – how will the results be disseminated to stakeholders?

6. ***Time Schedule*** – describe the time schedule for beginning and completing all phases of the research project.

Important Points to Remember:

- All grant applications must be postmarked by December 1, 2008. Grant proposals must have one original with 16 copies and an electronic copy of the grant application.
- Grant proposal request amount is limited to maximum of \$75,000. Grant proposals are considered and funded on a one-year basis.
- The project sponsor and project coordinator must be clearly identified. All correspondence will be addressed to the project coordinator.
- There is no reimbursement for costs incurred prior to final signing of the contract. The contract is effective upon the final signature(s) and date.

- Research projects can include chemical, non-chemical, biological, and integrated approaches. Creative proposals for investigating new techniques for weed management are encouraged.
- Cost-share matching funds are not required for research grants, but may be included. “Matching Funds” are real dollars and go on the budget sheet. “In-kind matches” are services or resources and go in the proposal text narrative.
- Applicants cannot use grant funds to write grant proposals or reimburse travel expenses to attend grant hearings in support of their proposal(s) to the Noxious Weed Management Advisory Council.
- Submit your grant forms and written narrative as outlined in the beginning of this section. This helps the Advisory Council review the many grant applications received in a fair manner and allows them to find information concerning your proposal quickly during the grant hearings.

Section

4

New or Continuing – Education Projects

New or continuing education grant proposals must include:

1. **Noxious Weed Grant Program Application Cover Page** – Do not attach any type of cover page or other material on top of this application form; do not bind the pages; staple the grant application in the upper left hand corner only.
2. **Cooperators/Agency List** – List grant participants and agencies involved in the education grant. Make additional copies if you need more room for the cooperators. Also, list the individual people or group that sent you letters of support.
3. **Budget Detail/Financial Narrative** – Requested grant funds and matching funds (in actual dollars) is on one page, which makes up your budget for your project. In-kind matches are services or resources and go in the proposal text narrative. See the *instruction sheet* in the Grant Application Forms Appendix for more details on how to complete the budget form. Indirect costs are not paid with grant funds, but they may be counted as matching funds.
*** Remember *** round all figures to the nearest dollar.
4. **Description of the Project** (written narrative) –

History – provide a brief history and magnitude of the weed education and awareness need;

Purpose – what is the desired outcome of this education project or what do you want to accomplish in one year, Also, provide a short summary on how this project could be used statewide along with a description of the tangible returns (something real or measurable) to the county or state.

Cooperative Participation – explain how long the cooperators have been working together, what have these participants accomplished prior to the grant application, and what activities will they complete that are not covered by this grant;

Location of Project – where will the education project be located within your county or the size of area (county-wide, state-wide, regional, etc.) the education project will cover and the target audience;

Benefits – explain how your education project supports the state and county weed management plans; describe the benefits of this project and how it will enhance the common well-being of the people of Montana

5. ***Specific Objectives and Methodology*** –

Objectives – describe the specific objectives of your education project. Objectives should be measurable and timed based.

Plan of Work – describe all phases of this education project to complete the objectives of this grant proposal. Also include how this education and awareness project will be implemented to reach the people in your county or state-wide.

In-kind Activities – provide a narrative describing planned in-kind contributions, such as agency labor that would be equivalent to in-kind match to be used in the project area.

Evaluation – describe how you will monitor and measure the success of this education project. Long-term evaluation should be discussed for your education project.

6. ***Time Schedule*** – describe the time schedule for beginning and completing all phases of the education project.

Important Points to Remember:

- All grant applications must be postmarked by December 1, 2008. Grant proposals must have one original with 16 copies and an electronic copy of the grant application.
- Grant proposal request amount is limited to maximum of \$75,000. Grant proposals are considered and funded on a one-year basis.
- The project sponsor and project coordinator must be clearly identified. All correspondence will be addressed to the project coordinator.
- There is no reimbursement for costs incurred prior to final signing of the contract. The contract is effective upon the final signature(s) and date.

NEW/CONTINUING - EDUCATION

- Education projects are not required to have a 50:50 match on the budget detail/financial narrative form. Do address any in-kind match in the text narrative description.
- Applicants cannot use grant funds to write grant proposals or reimburse travel expenses to attend grant hearings in support of their proposal(s) to the Noxious Weed Management Advisory Council.
- Submit your grant forms and written narrative as outlined in the beginning of this section. This helps the Advisory Council review the many grant applications received in a fair manner and allows them to find information on your grant quickly during the grant hearings.

Grant Application Forms and Herbicide Pricing Schedule

Montana Noxious Weed Trust Fund Grant Program

APPLICATION - COVER PAGE - 2009

Form NW-1A (6-07)

Good for the Period July 2008 through June 2009 – (one year funding only)

Project Coordinator	E-mail Address	Phone Number
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Address: Street or Box	City	State	Zip Code	County
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Project Sponsor	E-mail Address	Phone Number
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Address: Street or Box	City	State	Zip Code	County
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Presenter for the Noxious Weed Trust Fund Hearings (March 2-6, 2009): _____

\$		\$	\$	\$	\$
Weed Budget-1Mill	Mills Levied	Total Mill Levy	General Fund	Other Revenues	Total Weed Control Budget

NWTF Grants should not be considered as Other Revenues

PROJECT INFORMATION (Do not reference project write-up, this section must be completed.)

Project Title:
Brief Project Description:

☐ **NEW Trust Fund grant project?**

☐ **Continuing/Previously funded grant project?**

Project Type (check one):

Is This Project Also:

Local Coop:	Education:	Research:	Mapping:	Grazing:	Biological:
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APPLYING FOR:

Yes ☐ No ☐ **Special General Funding:**

Yes ☐ No ☐ **Cooperative Forestry Assistance Funding:**

How many years will this project require Trust Fund support?

One ☐; Two ☐; Three ☐; Four ☐; Other _____

Current Grant Request:

<i>ROUND TO THE NEAREST DOLLAR</i>	2009 Grant Budget
Total Grant Funds \$75,000 maximum	\$
Total Matching Funds	\$
TOTAL PROJECT COST	\$

List previously funded grants for this project. Include MDA grant number, amount received, and total NWTF funding.

MDA #	\$	MDA #	\$	MDA #	\$
MDA #	\$	MDA #	\$	MDA #	\$
MDA #	\$	MDA #	\$	Total Amount Funded	\$

Signature (use blue ink)

Title of Authorized Representative

Date

Application – Page 2

BUDGET DETAIL/FINANCIAL NARRATIVE
GRANT FUNDS and MATCHING FUNDS – 2009

Form NW-2A (6-07)
(NO In-Kind Match)

(Actual dollar amounts only)

Expense Category	Grant Funds	Matching Funds	Financial Narrative - Be Specific (see Grant Guidelines)
Salaries (Research Projects)	\$ (Grant funds)		
		\$ (Matching)	
Benefits (Research Projects)	\$ (Grant funds)		
		\$ (Matching)	
Contracted Services	\$ (Grant funds)		
		\$ (Matching)	
Supplies & Materials	\$ (Grant funds)		
		\$ (Matching)	
Communications	\$ (Grant funds)		
		\$ (Matching)	
Travel	\$ (Grant funds)		
		\$ (Matching)	
Equipment		\$ (Match only)	
Other Expenses	\$ (Grant funds)		
		\$ (Matching)	
TOTALS	\$	\$	TRANSFER TOTALS TO COVER PAGE (FORM NW-1A)

Instructions for Completing Budget Detail / Financial Narrative (Form NW-2A) WORD FORM INSTRUCTIONS

Requested Grant Funding and Matching Funds in **Actual Dollars**
There is only one page for the budget of your project. Do not include any in-kind match.

Round all figures to the nearest dollar.

1) Expense Category:

- ☒ **Salaries and Benefits** – for research projects.
- ☒ **Contracted Services** – for commercial applicator work or hired contractor for the project (mapping, surveying, education, sheep herder, etc.).
- ☒ **Supplies & Materials** – for herbicides applied by the landowner, educational materials, and other supplies (not commercial applicator herbicide cost).
- ☒ **Communications** – for phones, large mailings, etc.
- ☒ **Travel** – for traveling to and from research plots, project areas, etc.
- ☒ **Equipment** – use equipment purchased for the project as matching dollars on the budget sheet. The Trust Fund will not fund equipment for your project.
- ☒ **Other Expenses** – expenses not in the above categories.

2) Financial Narrative:

- ☒ **Salaries and Benefits** – define the number of staff and how those staff members will get funded. Example: Research tech – \$2,650 for 6 weeks of lab testing.
- ☒ **Contracted Services** – the dollar amount for this category should come from the Herbicide and Application Cost Summary sheet for commercial application cost share (the total from column J). Keep the herbicide and application costs together in contracted services for commercial application. Example: commercial application for 6 landowners \$4,225.
- ☒ **Supplies & Materials** – for herbicides applied by the landowner. The dollar amount for this category should come from the Herbicide and Application Cost Summary sheet for private application cost share (the total from column H). Example: herbicide cost share for 22 landowners \$13,600.
- ☒ **Communications, Travel, Equipment, and Other Expenses** – provide detail on how many mailings and the cost, how many miles will be traveled at what mileage rate for a total cost, what type of equipment will be purchased and the cost, and any other detail that would be helpful for the Advisory Council.

Describe actual **matching funds** and their sources. Examples – MT Department of Transportation - \$2,000; 13 landowners - \$5,500; railroad - \$500; etc. Please keep the new budget detail form to one page. If you need more space for all the matching funds detail please use additional paper.

NOTE: Project sponsors must be sure that Montana's Prevailing Wage Law is followed regarding wages in excess of \$25,000 that are paid to project contractors. Contact your county attorney, or a Prevailing Wage Compliance Officer at the Labor Standard Bureau (800-541-3904 or 406-444-4503) to ensure full compliance.

Do Not include this page with the Grant Application

HERBICIDE AND APPLICATION COST SUMMARY SHEET

Private Application Cost Sheet (use total from "column H" for **Supplies & Materials** on the Budget Sheet)

A Product Name	B Rate Per Acre	C Application Type	D Weed(s) to be Treated	E Product Cost/Acre	F Acres Treated	G Total \$ Amount	H 50% Cost Share
<i>Example</i> Tordon + 2,4-D	1 qt each	2	7	\$25	400	\$10,000	\$5,000
Totals:							

Commercial Applicator Cost Sheet (use total from "column J" for **Contracted Services** on the Budget Sheet)

A Product Name	B Rate Per Acre	C Application Type	D Weed(s) to be Treated	E Product Cost/Acre	F Application Cost/Acre	G Total E & F	H Acres Treated	I Total \$ Amount	J 50% Cost Share
<i>Example</i> Tordon + 2,4-D	1 qt each	2	7	\$25	\$15	\$40	400	\$16,000	\$8,000
Totals:									

Total Acres in Project:

Total Treated Acres in Project:

**CODE LIST FOR
APPLICATION TYPE**
(use in column C)

1. Aerial
2. Ground Broadcast
3. Spot Treatment
4. Other: _____

CODE LIST FOR WEEDS List all that apply (use in column D)

- | | | |
|---------------------------|------------------------|---------------------------|
| 1. Spotted Knapweed | 12. St. Johnswort | 23. Tamarisk (Saltcedar) |
| 2. Diffuse Knapweed | 13. Sulfur Cinquefoil | 24. Perennial Pepperweed |
| 3. Russian Knapweed | 14. Common Tansy | 25. Yellow Starthistle |
| 4. Canada Thistle | 15. Ox-Eye Daisy | 26. Common Crupina |
| 5. Field Bindweed | 16. Houndstongue | 27. Rush Skeletonweed |
| 6. Hoary Cress (Whitetop) | 17. Dyers Wood | 28. Yellow Flag Iris |
| 7. Leafy Spurge | 18. Purple Loosestrife | 29. Eurasian Watermilfoil |
| 8. Dalmatian Toadflax | 19. Tansy Ragwort | 30. Flowering Rush |
| 9. Yellow Toadflax | 20. Orange Hawkweed | 31. Japanese Knotweed |
| 10. Hoary Alyssum | 21. Meadow Hawkweed | 32. Scotch Broom |
| 11. Blueweed | 22. Tall Buttercup | |
| 33. Other (specify) _____ | | |

One Year Funding: 2009

SEED AND APPLICATION COST SUMMARY SHEET**Landowner Reseed Application Cost Sheet**

A	B	C	D	E	F	G
Seed Mixture to be Used	Rate/Acre	Type of Application (see code list below)	Seed Cost/Acre	Acres to be Seeded	Total Amount (Multiply E x F)	50% Cost Share
(Example) Great Northern seed mix	15 Lbs/Acre	2	\$40.00/Acre	75 Acres	\$3,000	\$1,500

Commercial Reseed Application Cost Sheet

A	B	C	D	E	F	G	H	I
Seed Mixture to be Used	Rate/ Acre	Type of Application (see code list below)	Seed Cost/Acre	Application Cost/Acre	Total D&E	Acres to be Seeded	Total Amount (Multiply F x G)	50% Cost Share
(Example) Great Northern	15 Lbs/Ac	2	\$40	\$10	\$50	75	\$3,750	\$1,875

**CODE LIST FOR
APPLICATION TYPE**
(use in column D)

1. Aerial
2. Ground Broadcast
3. Spot Treatment
4. Other: _____

Total acres in project:

Total acres targeted for seeding:

One Year Funding: 2009

Instructions for Completing Herbicide and Application Cost Summary Sheet (Form NW-3A) WORD FORM INSTRUCTIONS

Private Application Cost Sheet, the top portion on the *Herbicide and Application Cost Summary Sheet*, is ***used if private landowners will be applying herbicides themselves.***

Column A: List each product that will be applied to the project area by the landowner.

Column B: List the rate per acre at which the product will be applied (e.g. 1 pint, 1 quart, etc. do not use a range)

Column C: Using the code numbers (1-4) from the Code List for Application, list the method that will be used to apply the product.

Column D: Using the code numbers (1-28) from the Code List for Weeds, list the weed(s) in the project area that will be treated. If a county listed noxious weed is to be controlled, please specify the weed name.

Column E: List the dollar amount that the product will cost per acre.

Column F: List the total number of acres that will be treated in the project area.

Column G: Multiply the number of acres to be treated (Column F) by the cost per acre (Column E).

Column H: Divide the amount in Column G by 2.

Commercial Application Cost Sheet, the lower portion on the *Herbicide and Application Cost Summary Sheet*, is ***used if commercial applicators will be applying the herbicides.***

Column A: List the products that will be applied to the project area by the commercial applicator.

Column B: List the rate per acre at which the product will be applied (e.g. 1 pint, 1 quart, etc. do not use a range)

Column C: Using the code numbers (1-4) from the Code List for Application, list the method that will be used to apply the product.

Column D: Using the code numbers (1-28) from the Code List for Weeds, list the weed(s) in the project area that will be treated. If a county listed noxious weed is to be controlled, please specify the weed name.

Column E: List the dollar amount that the product will cost per acre.

Column F: List the dollar amount that it will cost to apply the product per acre.

Column G: To calculate the amount per acre cost, add the herbicide cost per acre (Column E) and the application cost per acre (Column F).

Column H: List the total number of acres that will be treated in the project area.

Column I: To calculate the total amount for the project multiply Column G by Column H, this will give you the total cost for the products and application cost.

Column J: Divide the figure in Column I by 2, this will give you your 50% cost-share. This figure should be listed on Form NW-2A in the Contracted Services line.

Do Not include with page with the Grant Application

HERBICIDE PRICING SCHEDULE

ALLY 60 DF: 8 Ounces
BRAND: Ally XP OZ \$18.50

AMINE 2-4-D: 2.5 Gallon Container
BRAND: Platoon GAL \$10.70

AMINE 2-4-D: 30 Gallon Container
BRAND: Platoon GAL \$10.50

ARSENAL: 2.5 Gallon Container/2 Case
BRAND: Polaris GAL \$160.00

CURTAIL: 2.5 Gallon Container
BRAND: Curtail GAL \$34.50

DICAMBA: 2.5 Gallon Container/2 Case
BRAND: Rifle GAL \$41.85

ESCALADE: 2.5 Gallon
BRAND: Escalade GAL \$48.00

ESCORT: 8 oz Container
BRAND: Escort XP OZ \$10.00

FOAMBUST 20: 1 Gallon Container
BRAND: Fighter-F 10 GAL \$20.48

FOREFRONT: 2.5 Gallon Container
BRAND: Forefront R&P GAL \$45.00

GARLON 3A: 2.5 Gallon Container/2 Case
BRAND: Garlon 3A GAL \$65.20

GLYPHOSATE: 2.5 Gallon Container/2 Case
BRAND: Roundup Pro Concentrate GAL \$44.00

GRAMOXONE: 2.5 Gallon Container
BRAND: Gramoxone Inteon GAL \$27.94

HI-DEP: 30 Gallon Drum
BRAND: Hi-Dep GAL \$16.39

HI-DEP: 2.5 Gallon Container/2 Case
BRAND: Hi-Dep GAL \$16.84

HI-LITE DYE BLUE: 2.5 Gal. Container/2 Case
BRAND: Hi-Light GAL \$31.60

KROVAR I DF: 6 lb Container
BRAND: Krovar I DF LB \$9.56

METHOLATED SEED OIL: 2.5 Gal Container/2 Case
BRAND: MSO Concentrate GAL \$9.10

MILESTONE: 2.5 Gallon Container/2 Case
BRAND: Milestone GAL \$284.95

OVERDRIVE: 7.5 lb Container/4 Case
BRAND: Overdrive LB \$36.50

PAYLOAD DF: 1 lb Container
BRAND: Payload LB \$79.00

PENDULUM AQUA CAP: 2.5 Gal. Container/2 Case
BRAND: Pendulum AquaCap GAL \$40.95

PLATEAU: 1 Gallon Container
BRAND: Plateau GAL \$270.00

PRAMITOL 5PS: Granular, 25 lb Bag
BRAND: Pramitol 5PS LB \$2.06

QUEST: 2.5 Gallon Container
BRAND: Choice Weather Master GAL \$12.50

R-11: Non-Ionic: 1 Gallon Container
BRAND: Spreader 90 GAL \$8.95

RAXIL MD EXTRA: 2.5 Gallon Container/2 Case
BRAND: Raxil MD Extra GAL \$65.25

REDEEM R&P: 2.5 Gallon Container
BRAND: Redeem R&P GAL \$88.25

RODEO: 2.5 Gallon Container
BRAND: Aqua Neat GAL \$46.00

SAHARA: 10 lb
BRAND: Sahara DG LB \$8.35

SYL-TAC SURFACTANT: 2.5 Gallon Container
BRAND: Phase GAL \$26.50

TELAR: 16 oz
BRAND: Telar XP OZ \$14.49

TRANSLINE: 2.5 Gallon Container
BRAND: Clean Slate GAL \$267.50

SURFLAN: 2.5 Gallon Container/2 Case
BRAND: Oryzalin 4 Pro GAL \$57.50

TORDON 22K: 2.5 Gallon Container/2 Case
BRAND: Tordon 22K GAL \$78.56

VISTA: 2.5 Gallon Container/2 Case
BRAND: Vista GAL \$79.95

Environmental Assessment Worksheets & Resource Information

ENVIRONMENTAL ASSESSMENT WORKSHEETS

Please answer each question on this worksheet. Use additional pages if needed.

- 1) **GENERAL VEGETATION TYPE:** This section should address impacts on non-target vegetation in the project area.
 - a. Describe the general type of vegetation that is present in the project area such as forest, grassland, shrub/grassland, pasture, cropland or residential. Identify non-target vegetation of concern.
 - b. Herbicide applications, grazing, burning, and mechanical control methods all may impact non-target vegetation. Please describe how these effects will be mitigated.

DESCRIPTION:

MITIGATION:

2) **SOILS:** This section should address the types of soils in the project area.

Submit a soils map and a description of the major soils within the project area. Include a legend and outline the project area on the map.

Some types of soils are susceptible to herbicide leaching or erosion due to mowing or grazing, etc. If there are vulnerable soils in the project area list them, highlight them on the map, and address the practices that will be used to mitigate impacts.

DESCRIPTION:

MITIGATION:

- 3) **SURFACE AND GROUND WATER:** This section should address potential impacts to water in the project area.

Identify and describe the types of surface water found in the project area, i.e., ponds, wetlands, lakes, intermittent streams, and/or perennial streams. Provide practices that will be used to mitigate impacts to surface waters in the project area.

Submit a map showing the locations of wells less than 50 feet deep in the project area. Areas with wells less than 50 feet deep generally indicate that there is shallow ground water in the area which may be vulnerable to herbicide leaching. If there are any known areas with shallow ground water that do not have any well information, highlight or describe these areas as well. Describe practices that will be used to mitigate herbicide leaching in areas with shallow ground water.

In addition, provide mitigation efforts that will be used to protect all well heads in the project area from potential impacts (i.e., well head protection plan).

DESCRIPTION:

MITIGATION:

- 4) **AESTHETIC VALUES:** This section should address impacts on aesthetic values in the project area.

Aesthetics can be defined as a pleasing appearance or effect as seen or perceived by an individual. Determine what is aesthetically pleasing about the project and describe what the impacts of herbicide, burning, grazing, mowing, or other weed control practices will have and address how these impacts will be mitigated.

DESCRIPTION:

MITIGATION:

- 5) **AIR QUALITY:** This section should address the impacts on air quality in the project area.

Please describe how the air quality in the project area may be impacted and how these impacts will be mitigated. (For example, if burning or soil tillage operations will be used, describe how you would prevent or lessen the impact of the smoke or dust; for herbicide operations include a similar statement in your description: “*herbicide applications do effect the air quality on a temporary basis*” and explain how you will lessen the effects of drift including wind and temperature (volatility of the herbicide).

DESCRIPTION:

MITIGATION:

- 6) **DEMANDS ON WATER, AIR, & ENERGY:** This section should address demands on water, air and energy in the project area.

The proposed project could make increased demands on the environmental resources of water, air, and energy. Please discuss these effects and address how they will be mitigated.

DESCRIPTION:

MITIGATION:

- 7) **FISH AND WILDLIFE HABITAT:** This section should address the potential for effects from weed control actions on fish and wildlife habitat in the project area.

Describe how the use of a herbicide, grazing, tillage, or other control actions for noxious weed management will affect the habitat of a fish or wildlife species currently using the project area. Please include a list of fish and wildlife species in the project. (The effect of the control action may be negative, positive or neutral. Species that might be affected include big game species such as elk and antelope, upland game birds such as sage grouse and sharp-tail grouse, and non-game birds such as long-billed curlew, western meadowlark, and sage thrasher.)

For grazing projects - All sheep/goat grazing projects are required to consult with the Montana Fish, Wildlife and Parks Department (FWP) prior to project implementation due to possible conflict in areas associated with bighorn sheep or predators (i.e., grizzly bears and wolves); special preventative action and caution must be taken with grazing projects. If bighorn sheep, grizzly bears, or wolves are observed in or near your grazing project area, FWP must be notified immediately. Please describe what steps you have in place to address this issue within your project area.

DESCRIPTION:

MITIGATION:

- 8) **THREATENED, ENDANGERED, OR SENSITIVE SPECIES:** This section should address effects on species listed under the Federal Endangered Species Act (ESA) or species listed as sensitive by the Montana Natural Heritage Program (NHP) in the project area.

Submit a letter; a list of Threatened, Endangered or Sensitive (TES) species; and a map from the Natural Heritage Program (NHP) that shows the presence of TES species or their absence in relationship to weed control sites.

- a. If a Threatened, Endangered or Sensitive species of plant or animal occurs on or near a project area, will the use of a herbicide, grazing, tillage, or other control action for noxious weed management have an adverse, positive, or neutral effect? Discuss what mitigation measures that will be used to prevent or reduce the impact of weed control activities to TES species.
- b. Describe how project participants will be trained to recognize TES species that occur in or near the project area and understand actions required to avoid adverse effects.

DESCRIPTION:

MITIGATION:

- 9) **HISTORICAL AND ARCHEOLOGICAL SITES:** This section should address impacts on historical and archeological resources in the project area.

A local historical society or the Montana Historical Society should be able to provide information on local features of historical or archeological importance to the area. Please provide a letter from either of these sources with the information they provided.

Burning and some mechanical weed control methods may cause impacts to historical and archeological sites. Please indicate how these impacts will be mitigated.

DESCRIPTION:

MITIGATION:

ENVIRONMENTAL ASSESSEMENT RESOURCES

Environmental information should be submitted only with the original grant application. Additional copies of the environmental information are not required. All potential impacts should have a statement explaining how these impacts will be **MITIGATED**. Mitigation statements must be included on the Environmental Assessment Worksheets.

Assistance in developing this information can be requested through the Noxious Weed Program with the Montana Department of Agriculture (406-444-5400). Contact any of the resource agencies listed for additional help in completing this information. Resource staff time may be limited, so ***start early***.

When submitting environmental information, please use the Environmental Assessment Worksheets at the end of Appendix A. Requirements for Environmental Information from the Noxious Weed Trust Fund Final Programmatic Environmental Impact Statement [May, 1992] include:

Chemical Weed Control Programs

1. *Vegetation Type:* General description of the vegetation in the project area, such as range, grasslands, forestlands; dominant species in the project area.
2. *Soil Type:* General description of the ***major*** soils within the project area.
3. *Water Resources:* Surface watercourses [include on a map]; ground water information, including depth to ground water; location of springs, domestic water supplies, existing wells, and wetlands (include on a map); and water use.
4. *Aesthetic Values:* Description of impacts on aesthetic values in the project area.
5. *Air Quality:* Description of impacts on air quality in the project area.
6. *Demands on Water, Air, and Energy:* Describe the increased demands on the environmental resources.
7. *Fish and Wildlife Habitat:* General description of big game use of the project area, including critical habitat such as elk calving areas, bighorn sheep range, and winter range; presence of bird species of concern, such as bald eagles, peregrine falcons, or other listed species; and streams with high fisheries values.
8. *Threatened, Endangered or Sensitive (TES) Species:* Description of effects from weed control actions on TES Species.
9. *Historical and Archeological Sites:* Description of impacts on historical and archeological resources in the project area.

Use of the NRIS website, <http://maps2.nris.mt.gov/mapper> is recommended.

Non-Chemical Weed Control Programs (sheep/goat grazing, mechanical, and cultural projects)

1. *Vegetation Types:* General description of the vegetation in the project area, such as range, grasslands, forestlands; dominant species in the project area.
2. *Fish and Wildlife Habitat:* General description of big game use of the project area, including critical habitat such as elk calving areas, big horn sheep range, and winter range; presence of bird species of concern, such as bald eagles, peregrine falcons, or other listed species; and streams with high fisheries values.
3. *Historical and Archeological Sites:* Description of impacts on historical and archeological resources in the project area. (if tilling or burning is proposed)

In all cases, you may contact your local county weed district, local county extension agent, local conservation district, Natural Resource Conservation Service (formerly SCS), and Montana State University for additional help.

- 1) **GENERAL VEGETATION TYPE:** This section should address impacts on non-target vegetation and terrestrial and aquatic life and habitats.

Describe the general type of vegetation that is present in the project area (forest, grassland, shrub/grassland, pasture, cropland, residential). Identify non-target vegetation of concern. Discuss any mitigating practices to prevent or limit adverse affects to sensitive terrestrial and aquatic life and habitats. Include any sensitive, threatened, or endangered plant species found in the project area. Herbicide applications, grazing, burning, and mechanical control methods all may impact non-target vegetation. Please describe how these effects will be mitigated.

Resources:

MT Natural Heritage Program
1515 East 6th Ave.
P.O. Box 201800
Helena, MT 59620-1800
Phone: 406-444-3009
Contact: Allan Cox

Local County Extension Office
Local Conservation District
U.S. Forest Service (local office)
Bureau of Land Management (local office)

- 2) **SOILS:** This section should address the types of soils and geology in the area and their susceptibility to leaching of herbicide and vulnerability to mowing and grazing, which may lead to erosion.

Submit a soils map and a description of the major soils and or geology within the project area. The soils map must be readable and include a legend. Show the project boundaries, including legal descriptions, treatment application area and soils vulnerable to pesticide leaching and/or vulnerable to grazing practices. If there are vulnerable soils, address the practices, which will be used to mitigate impacts.

Resources:

Natural Resources Conservation Service (local office)
County Conservation District (local office)
County Extension Office (local office)

- 3) **SURFACE AND GROUND WATER:** This section should address water quality, quantity, and distribution. Identify surface and ground water resources and include the location of wells with depths of 50 feet or less or wells that maybe susceptible to leaching on a map submitted with the application. Describe their relationship to herbicide applications. Include information on the size and type of surface water found in the project area (pond, marsh, intermittent stream, continuous stream) and how the surface and ground water resources were determined (hydrological map, well log data, etc.). Identify sensitive areas and indicate how impacts will be prevented or mitigated.

Resources:

MT Bureau of Mines and Geology
Ground Water Information Center
Butte, MT 59701
Phone: 406-496-4336

DNRC Water Resources Division
9th Avenue [PO Box 201601]
Helena, MT 59620-1601
Phone: 406-444-6601

MT Dept. of Environmental Quality
Planning, Prevention, & Assistance Div.
Impacts Assessment Bureau
P.O. Box 200901
Helena, MT 59620-0901
Phone: 406-444-5310

Montana State University
Extension Service
Leon Johnson Hall
Bozeman, MT 59717
Phone: 406-994-3515

4) **AESTHETIC VALUES:** Aesthetics can be defined as a pleasing appearance or effect as seen or perceived by an individual. This makes an assessment of aesthetic values very subjective. The applicant should determine what is aesthetically pleasing about the project and describe what the impacts of herbicide, burning, grazing, mowing, or other weed control practices will have and address how these impacts will be mitigated.

Resources:

Natural Resource Conservation Service (local office)
Forest Service (local office)
Bureau of Land Management (local office)

5) **AIR QUALITY:** Please describe how the air quality in the project area may be impacted and how these impacts will be mitigated. For example: If burning, soil tillage, or herbicide operations will be used, describe how you would prevent or lessen the impact of the smoke, dust, or drift to the adjoining property owners. **Note:** herbicide application temporarily reduces air quality.

6) **DEMANDS ON WATER, AIR, & ENERGY:** Weed control methods may use water for mixing or irrigation, may disturb air quality for brief periods of time, and utilize fossil fuels. The proposed project could make increased demands on the environmental resources of water, air, and energy, please discuss these effects and address how they will be mitigated.

7) **FISH AND WILDLIFE HABITAT:** This section should address the potential for effects from weed control actions on fish and wildlife habitat. Will the use of an herbicide, grazing, tillage, or other control actions for noxious weed management affect the habitat of a fish or wildlife species currently using the project area? The effect of the control action may be negative, positive or neutral. Examples of populations that might be affected include big game species (elk, pronghorn), upland game birds (sage grouse, sharp-tail grouse), and non-game birds (any number of species depending on habitat and geographical location, i.e. - long-billed curlew, meadowlark, sage thrasher, Brewers sparrow, longspurs). If the information is available, include a fish and wildlife species list (even a partial list will be useful) for the project area or consider developing a species list during the course of the project.

Resources:

Joe Weigand
Landowner/Wildlife Resource Specialist
Montana Fish, Wildlife & Parks
1420 East 6th Avenue
P.O. Box 200701
Helena, MT 59620-0701
Phone: 406-444-3065

US Forest Service (local office)
Bureau of Land Management (local office)

8) **TES - THREATENED, ENDANGERED OR SENSITIVE SPECIES:** Effects on species listed under the Federal Endangered Species Act (ESA) or species listed as sensitive by the Montana Natural Heritage Program (NHP): If a TES species (threatened, endangered or sensitive) occurs on or near a project area, will the use of a herbicide, grazing, tillage, or other control action for noxious weed management have an adverse, positive or neutral effect?

Provide a list of TES species that occur on or near the project area. Provide a letter from the Natural Heritage Program on the presence or absence of Threatened, Endangered, or Sensitive Species in the project area. Provide a map that shows the locations of TES species on or near the project area.

Discuss any impact or lack of impact that may occur to these species as a result of noxious weed control actions. Provide a discussion of mitigating measures that will be used to prevent or reduce the impact of weed control activities to TES species. Describe how project participants will be trained to recognize TES species that occur in or near the project area and understand actions required to avoid adverse effects.

Resources:

MT Natural Heritage Program

U.S. Forest Service (local office)

1515 East 6th Avenue

Bureau of Land Management (local office)

P.O. Box 201800

Helena, MT 59620-1800

Phone: 406-444-5354

9) **HISTORICAL AND ARCHEOLOGICAL SITES:** A local historical society or the Montana Historical Society should be able to provide information on local features of historical or archeological importance to the area. Please provide a letter from either of these sources with the information they provided. Burning and some mechanical weed control methods may cause impacts to these sites. Please indicate how these impacts will be mitigated.

Resources:

Montana Historical Society

Local County Museum

1410 8th Ave.

P.O. Box 201202

Helena, MT 59620-1202

Phone: 406-444-2694

NWTF Application Check List – 2009

NEW Local Cooperative

- ☐ Application Cover Page
- ☐ Cooperator/Agency List
- ☐ Budget Sheet
- ☐ Herbicide/Application Sheet
- ☐ Seed/Application Sheet (if applicable)
- ☐ Description of the Project
 - o History, Purpose, Cooperative Participation, Location of Project, Benefits and Funding Options
- ☐ Specific Objectives & Methodology
 - o Objectives, Plan of Work, Natural/Renewable Resources Effect, Education Program, In-Kind Activities, and Evaluation
- ☐ Time Schedule
- ☐ Project Map
- ☐ Supporting Documents (if applicable)
- Environmental Information** (include only with original grant application)
- ☐ Environmental Assessment Worksheets
- ☐ Maps
 - o Surface & Groundwater
 - o Soils Type
 - o Threatened & Endangered Species
- ☐ Letters
 - o MT Natural Heritage Program
 - o MT Historical Society
- ☐ Lists
 - o Well locations
 - o Fish & Wildlife Species
 - o Threatened, Endangered, or Sensitive Species

Continuing Local Cooperative

- ☐ Application Cover Page
- ☐ Cooperator/Agency List
- ☐ Budget Sheet
- ☐ Herbicide/Application Sheet
- ☐ Seed/Application Sheet (if applicable)
- ☐ Description of the Project
 - o Project History, Activities Completed to Date, Purpose, Benefits, Funding Options
- ☐ Specific Objectives & Methodology
 - o Objectives, Plan of Work, Natural/Renewable Resources Effect, Education Program, In-Kind Activities, and Evaluation
- ☐ Time Schedule
- ☐ Project Success
- ☐ Project Map
- ☐ Environmental Information
(only if you are adding land outside of your original project boundary)

**Grant Deadline
Postmarked by:
December 1, 2008**

**Submit one original application,
16 copies, and an electronic
copy of the grant application.**

New/Continuing Research

- ☐ Application Cover Page
- ☐ Cooperator/Agency List
- ☐ Budget Sheet
- ☐ Herbicide/Application Sheet -if applicable
- ☐ Seed/Application Sheet -if applicable
- ☐ Description of the Project
 - o History, Purpose, Cooperative Participation, Location of Project, and Benefits
- ☐ Specific Objectives & Methodology
 - o Objectives, Plan of Work, In-Kind Activities, Evaluation, Data Analysis, and Dissemination
- ☐ Time Schedule

New/Continuing Education

- ☐ Application Cover Page
- ☐ Cooperator/Agency List
- ☐ Budget Sheet
- ☐ Description of the Project
 - o History, Purpose, Cooperative Participation, Location of Project, and Benefits.
- ☐ Specific Objectives & Methodology
 - o Objectives, Plan of Work, In-Kind Activities, and Evaluation
- ☐ Time Schedule